This semester you will be solidifying your understanding of basic mathematical operations and concepts. We will study operations on and applications of whole numbers, fractions, decimals, and percents as well as learning the basics and applications of ratios and proportions.

**Accommodation:** If any student is in need of an accommodation due to a documented disability, the student must notify the instructor within the first two weeks of class in order for the proper arrangements to be made.

**Attendance/Participation:**
- Three tardies equals one absence. You are considered tardy if you are not present in class, five minutes after the beginning of class, or if you leave more than five minutes early. Each tardy deducts 2 points from your participation grade.
- Three absences are allowed through (you will be dropped from the class if you miss four or more classes by) the end of the eighth week. If you miss two or more classes in the first two weeks, you will be dropped from the class. You are considered absent from any class, if you do not attend for at least half of that one session. Avoid absence, as it will definitely put you behind. Each absence deducts 7 points from your participation grade. During the second half of the semester, three (3) more absences are allowed before receiving an automatic fail.
- Deliberate distractions from class, like sleeping in class; cell phones going off, text messaging; not having your textbook, notebook and writing utensils; doing your homework in class; etc., will not be tolerated. Each deliberate distraction from class deducts 2 points from your participation grade, and you will need to leave the room until allowed back in the classroom. A second deliberate distraction in the same class period will be met with dismissal from class the entire day, which means a 7 point participation grade deduction, as well.
Grading:

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<th>Percentage</th>
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<tbody>
<tr>
<td>Individual tests</td>
<td>30%</td>
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<tr>
<td>Quizzes</td>
<td>10%</td>
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<tr>
<td>Homework</td>
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<td>Participation</td>
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<tr>
<td>Final Exam</td>
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Exams:

- Quizzes can be announced or not. If a student is not present either the day that a take-home quiz is passed out, or the day that it is due, the student will not receive credit for that quiz, unless previous arrangements have been made with the instructor. All take-home quizzes are to be done (on your own) independently; that is without help from anyone, including other classmates and tutors.
- Three (3) individual exams will be administered during the semester at approximate 5-week intervals.
- **FINAL EXAM DATE:** Monday, June 8, 2009, 10:30 am - 12:30 pm
- If you do not take a midterm during its regularly scheduled time and you have not contacted the instructor first to make an accommodation due to the (to be confirmed) emergency, then you will receive a zero on that exam. If the (unexcused) missed exam is the first exam, you will be dropped from the class.

Homework is graded in a variety of ways that is to encourage you to complete assignments, including:
- Turning in previous day’s class assignment
- By packet on the day of a quiz or exam

Calculators are not allowed, except for on the few homework problems that have calculator icons by them in the textbook.

Behavior: General school policies apply. All work is to be completed individually (except group work and group tests), unless otherwise directed by the instructor. Cheating consequences range from a zero on the assignment to an “F” in the class. All matters concerning student behaviors and disciplinary issues are subject to the outlined principles in the student handbook.

General Announcements: All work (quizzes, tests, homework) should be done in pencil, and should be turned in at the beginning of the class in which it is due. All applicable steps (work) need to be shown. No late work will be accepted. All dates listed in the regular schedule apply. There will be “no record” shown, if you drop this class by the Monday of the 4th week, (March 9, 2009). If this class is dropped on or before the Saturday of the 8th week, (April 11, 2009 … before the week of Spring Break), you will receive a “W” (withdrawal) on your transcript. After the “W” deadline, the student will receive the applicable letter grade. No food or drink are allowed in class, except water in a closable container.